申訴專員公署簡介講座申請表

Request for Talk
on
Introduction to The Ombudsman

填妥表格後請傳真或電郵致本署外務組

Please complete and return this form to the External Relations Section by fax or email:

Enquiry Tel 查詢電話: 2629-0428/ 2629-0513   Fax 傳真: 2956-2622   Email 電郵: enquiry@omb.gov.hk

(I) 機構資料 Details of Organisation

機構名稱 Name of Organisation: ______________________________

(請提供貴機構的簡介資料以作參考 please attach a fact sheet of your organisation for our reference)

地址 Address: ______________________________

電話 Telephone No: ____________________   傳真 Fax No: ____________________

負責人姓名 Person-in-charge: ____________________   職銜 Title: ____________________

聯絡人姓名 Contact Person: ____________________   職銜 Title: ____________________

(如與負責人相同，則無須填寫 if different from person-in-charge)

(II) 講座資料 Details of Talk

舉行地點 Venue: ______________________________

(如與機構位址相同，則無須填寫 if different from address of organisation)

預計參加人數 Expected No of Participants: ____________

參加者資料 (如年歲、教育程度) Profile of Participants (e.g. age range, education level):

____

建議日期及時間 Proposed Date and Time:

1. 首選 First Choice: ______________________________
2. 次選 Second Choice: ______________________________

(講座一般爲時一小時，提問環節計算在內 Presentation usually lasts for an hour including Q&A session)

語言 Language: 廣東話/國語/英文 Cantonese/Mandarin/English   (Please circle 請圈出適當者)

負責人簽署 Signature of Person-in-charge: 日期 Date:

____________________   ____________________